



Office of the Sub-project Manager (SPM)
Higher Education Acceleration and Transformation (HEAT) Project
Sub-project: "A Study on the Foreign Policy of Bangladesh to Address the Challenges of Globalization in the Domains of National Security, Climate Change, and Labor Migration"
(PIN: 13020) [Project Duration: Aug 2025-June 2028]
Entity: Department of International Relations, University of Dhaka
SPMT Office: 617, Faculty of Social Sciences Building, University of Dhaka, Dhaka, 1000, Bangladesh
Email: aliashraf@du.ac.bd; spm.pin13020@du.ac.bd

Ref. no: HEAT/13032-DU/2025/12/06/01

Date: 06/12/2025

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HEAT Project Office Staff Required

The Sub-project "A Study on the Foreign Policy of Bangladesh to Address the Challenges of Globalization in the Domains of National Security, Climate Change, and Labor Migration" (PIN: 13020) [Project Duration: Aug 2025-June 2028], at the Department of International Relations, University of Dhaka welcomes application from the eligible Bangladeshi candidates for the following position.

The project is implemented by the University Grants Commission (UGC) of Bangladesh and is jointly funded by World Bank and the Government of Bangladesh.

Interested candidates should send their Curriculum Vitae and attested certificates of academic and professional experiences along with a cover letter describing how and why they are preferable for the position by **[10/12/2025]** to the following address before 4pm: (Office of the SPM, 617), Department of International Relations, 5th Floor, Social Sciences Faculty Building, University of Dhaka.

Title of Position	Candidate's Qualification	Salary and Tenure
Research Assistant (Part Time) Position: 01 (One)	<ul style="list-style-type: none">At least a 4-year Bachelor's degree in Social Sciences with major in International Relations;Minimum CGPA 3.00 (on a scale of 4.00) in Bachelor degreeFresh graduates and MSS students with outstanding research skills are encouraged to apply.MSS students and fresh graduates of the Department of International Relations, University of Dhaka will be given preferences.	Consolidated Salary: 12,500 BDT Tenure: 12 months (subject to renewal after satisfactory performance)

A walk-in interview of the prospective candidates will be held on **[11/12/2025]** from 10.00 AM at Room no 604, Department of International Relations, 5th Floor, Social Sciences Faculty Building, University of Dhaka. No TA/DA will be provided to the candidates. The sub-project management team reserve the right to take any decision regarding this recruitment process.

Ali Ashraf
ASM Ali Ashraf, Ph.D.
Sub-Project Manager (SPM)

Sub-Project: A Study on the Foreign Policy of Bangladesh to Address the Challenges of Globalization in the Domains of National Security, Climate Change, and Labor Migration, (PIN: 13020) [Project Duration: Aug 2025-June 2028]
Department of International Relations, University of Dhaka

Notice:

- Registrar, University of Dhaka
- Dean, Faculty of Social Sciences, University of Dhaka
- Director, ICT, University of Dhaka
- Head of the UATFS, University of Dhaka



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Title of Position	Candidate's Qualification	Salary and Tenure
Office Secretary/ Admin Officer-Cum-Accountant (Part Time) Position: 01 (One)	<ul style="list-style-type: none"> At least a 4-year Bachelor degree in Business Administration Minimum CGPA in Bachelor degree 3.00 (on a scale of 4.00) Candidates may have prior knowledge of managing administrative responsibilities and financial accounts. Internal candidates from the Faculty of Social Sciences, University of Dhaka are encouraged to apply. 	<p>Consolidated Salary: 10,000 BDT</p> <p>Tenure: 12 months (subject to renewal after satisfactory performance)</p>

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